

SALARY AND ECONOMIC PROPOSALS (CSN Response 12/18/18)

Section 1. Merit and COLA

Nothing in this CBA amends the applicability of any cost of living adjustments (COLAs) or comparable salary increases funded by the Nevada Legislature or directed by the Board of Regents.

Merit Raises funded by the Legislature and/or established and directed by the Board of Regents for NSHE community college academic faculty and/or collective bargaining unit members will comply with NSHE's *Procedures and Guidelines Manual* Chapter 3, Section 3.3(C).

Section 2. One-Time Service Award

Upon ratification of the CBA, CSN will in lieu of any base salary increase provide a one-time service award amount of \$642,000.00 for distribution to bargaining unit members. Distribution of the one-time amount will be based primarily on years of service at CSN as more fully agreed between CSN and the NFA.

Section 3. Salary Placement

Upon hire, academic faculty are given an initial salary placement in accordance with NSHE *Procedures and Guidelines Manual* Chapter 3, Section 3.2. Faculty are entitled to receive upon written request made within three (3) business days a written explanation of their initial salary placement, which shall be promptly provided. Faculty may request reconsideration of that placement by submitting a written request within three (3) business days after receiving the explanation. Faculty should provide any rationale or background reasons justifying the request. The Human Resources Department shall promptly review the reconsideration request, and make its recommendation to the CSN hiring authority, whose decision is final. A copy of the recommendation and the hiring authority's decision will be provided to the faculty member.

Section 4. Salary Equity Studies

a. CSN is currently conducting a Salary Equity Study pursuant to NSHE *Procedures and Guidelines Manual* Chapter 3, Section 3.3(D), to assess "whether a faculty member's salary is appropriate as compared to the salaries of other faculty at the institution based upon years of experience and educational attainment." Upon completion of this study, a description of the process that was used to gather the data utilized by the Salary Consultant in their analysis, as well as the methodology used by the Salary Consultant to analyze that data, shall be published in a manner that is accessible to bargaining unit members. Bargaining unit members have the right to receive upon request a written explanation of their salary equity adjustment amount. A bargaining unit faculty member's salary equity adjustment review request will be completed in a timely fashion.

b. In accordance with the provisions of NSHE's *Procedures and Guidelines Manual* regarding salary equity studies, a Salary Equity Study will be performed by CSN during the CBA term as outlined below. The study will be conducted to assess "whether a faculty member's salary is appropriate as compared to the salaries of other faculty at the institution based upon years of experience and educational attainment."

Committee formed (2 faculty + 2 admin faculty)	August 1, 2020	Committee formed (2 faculty + 2 admin faculty)
RFP process starts with Procurement Department	immediately after committee formed	
RFP process concludes, consultant chosen	December 1, 2020	
Consultant starts work	January 1, 2021	
Final & approved results delivered to Budget Services	March 1, 2021	Final & approved results delivered to Budget Services
Funding & timeline communicated back to Committee	June 15, 2021	Funding & timeline communicated back to Committee

A committee will be identified to coordinate the Salary Equity Study. The committee will consist of two members identified by CSN administration and two CSN bargaining unit members. The committee will establish the criteria to be used for the review of CSN bargaining unit member's salary in comparison of other CSN bargaining unit member's salary based on years of experience and educational attainment. The committee will recommend to the President of CSN for approval whether the services of an external consultant shall be utilized to support the study. If an external consultant is utilized, the consultant will be selected through a public and competitive RFP process.

As outlined in the chart above, due to the time required to process an RFP, the committee must determine by September 1, 2020 whether an external consultant will be utilized. If an external consultant is to be utilized, a committee must begin that process immediately so the consultant can be selected by December 1, 2020. The consultant's services will be expected to commence by no later than January 1, 2021, and the consultant must consent to the timeline, which shall be included in the consultant's service agreement.

If the internal committee performs the study itself, the committee must commence work by no later than November 1, 2020.

Whether an external consultant or the internal committee performs the process, the work and any appeals must be completed by March 1, 2021, to enable changes to be incorporated into the following fiscal year's operating budget. Salary equity adjustment recommendations will require approval by the President of CSN; therefore, that approval process will also need to be built into the time line for completion by March 1.

CSN will identify resources to fund the results of the equity study, which may be phased in incrementally depending on funding resources. This funding and timeline will be communicated back to the committee by June 15, 2021.

If the internal committee is formed after August 1, the internal committee can consult with the Procurement Department to determine whether a consultant can be identified through the RFP process by December 1. If that is not feasible, the internal committee will need to direct the study itself (within the aforementioned timelines). In any case, all approved results must be completed by March 1, 2021.

Section 5. *Legislature*

CSN and NFA will jointly support and advocate for the final actions approved by the Board of Regents of the Nevada System of Higher Education in the development of legislation to establish a structure for a comprehensive and sustainable faculty compensation system, including regular in-rank salary increases.

Section 6. *Overload pay*

Upon ratification of this Agreement and effective the next semester following ratification, pay per overload instructional unit (IU) shall increase from \$825 to \$875. In year 2 of the CBA the rate for overload will increase from \$875 to \$925.

Section 7. *B+ Contracts*

Faculty members who are assigned a B+ Contract shall be compensated 11% above the base salary set for their position.